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CORRES. CONTROL  
INCOMING LTR NO

03640 RF 94

States Government

Department of Energy

DUE  
DATE 9-28-94

memorandum SEP 23 11 13 PM '94 Rocky Flats Field Office

ACTION Stiger

DIST LTR ENC

BURLINGAME, A H	
BUSBY, W S	
CARNIVAL, G J	
CORDOVA, R C	
DAVIS, J G	
FERRERA, D W	
FRAY, R E	
GEIS, J A	
GLOVER, W S	
GOLAN, P M	
HANNI, B J	
HEALY, T J	
HEDAH, T G	
HILBIG, J G	
HUTCHINS, N M	
JACKSON, D T	
KELL, R E	
KUESTER, A W	
MARX, G E	
MCDONALD, M M	
MCKENNA, F G	
MORGAN, R V	
PIZZUTO, V M	
POTTER, G L	
SANDLIN, N B	
SATTERWHITE, D G	
SCHUBERT, A L	
SCHWARTZ, J K	
SETLOCK, G H	
STIGER, S G	<input checked="" type="checkbox"/>
TOBIN, P M	<input checked="" type="checkbox"/>
VOORHEIS, G M	
WILSON, J M	

Hollowell, L ☒ ☒

SEP 21 1994

EG&G  
ROCKY FLATS PLANT  
CORRESPONDENCE CONTROL

ER HR 09665

FY 1995 Environmental Restoration Performance Measures

Sue G. Stiger, Program Director  
Environmental Restoration Project  
EG&G Rocky Flats, Inc

Performance measures for all elements of the Department of Energy (DOE) Environmental Management Organization were initiated and implemented in FY 1994. The Rocky Flats Environmental Technology Site ("the site") Environmental Restoration (ER) performance measures were developed, submitted, and periodically statused in accordance with the process established. "The site" ER Project changes, schedule revisions, and funding adjustments since the ER initial performance measures were established in April require that the "the site" ER performance measures be revised to be consistent with current project plans.

Because the EG&G ER staff members that developed the performance measures are no longer with your organization and your performance measures files may not be complete, key documents regarding the ER performance measures are attached. These documents include ER Guidance for Performance Measures dated March 18, 1994, additional ER Guidance for Performance Measures dated March 31, 1994, the original performance measures package prepared by EG&G/ER (no date), and the final "the site" ER performance measures for FYs 1994, 1995, and 1996 prepared by DOE/HQ with input from RFFO. Specific guidance for the FY 1995 performance measures has not yet been received, however, no significant changes from the FY 1994 guidance are expected.

Please take the first step in developing "the site" ER Project performance measures for FYs 1995, 1996, 1997, and the out years. This first step is to develop the list of performance measures and their completion dates (start and completion dates for interim actions) in accordance with the attached guidance. Identification of Assessment Activities, Final Remedial Actions, and Final D&D Actions are straightforward. Identification of interim actions is more complex because expedited response actions and other actions that result in physical cleanup progress are included in this category.

The costs by fiscal year for the four performance measures categories need not be generated at this time. Further instructions on when and how to complete the cost estimates will be provided when guidance is received from Headquarters.

CORRES CONTROL	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ADMIN RECORD/080	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PATS/T130G	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Reviewed for Addressee  
Corres Control RFP

9-23-94 JAO  
DATE BY

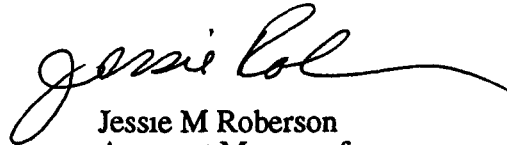
Ref Ltr #

DOE ORDER # 5400.1

ADMIN RECORD  
SW-A-003736

SEP 21 1994

Please deliver a revised list of "the site" ER Project performance measures to RFFO/ER by September 28, 1994. In addition, I expect the lead person you assign to this task to consult with Howard Rose of my staff on the details of the task and to periodically review progress with Howard prior to delivery of the final list.



Jessie M Roberson  
Assistant Manager for  
Environmental Restoration

Attachments

cc w/Attachments  
A Rampertaap, EM-453  
F Lockhart, ER, RFFO  
H Rose, ER, RFFO  
W Hunt, AEI

United States Government

*Bell/Junt* *UP/ C-200 04/10/2005*  
Department of Energy

# memorandum

DATE **MAR 18 1994**  
REPLY TO EM-43 (G. Turner, 3-8105)  
ATTN OF  
SUBJECT Environmental Restoration Guidance for Performance Measures

*Karen (sec)* *3-18-94 22 PM 1 00*  
*Carol - 8745*  
*Enhanced version sent from HQ (EM-43) on 3/31/94.*

TO Distribution

The March 10, 1994, FY 1996 Budget Formulation Guidance from the Office of Financial Management (EM-13) (the Supplemental Guidance for Budget Formulation and Activity Data Sheet Development) requires each Operations Office to report against performance measures for FY 1994, FY 1995, and FY 1996. The measures will be used to support the development of a performance-based Office of Environmental Restoration and Waste Management (EM) budget.

I am distributing this guidance package to bring program-wide consistency to the way that the environmental restoration measures are developed. The Office of Environmental Restoration will also use some of these same measures to report against Assistant Secretary Grumbly's goal to be more outcome-oriented. Therefore, it is essential that we develop accurate and traceable performance goals for future tracking purposes.

This guidance supports the Measures by Program/Decision Unit Form in the March 10, 1994, Supplemental Guidance (pp. 25 - 41). Specifically, it provides a methodology for building up the four environmental restoration measures (40-1, 40-2, 40-3, and 40-4) that appear on page 35. This guidance should also clarify how to complete the Measures by Program/Decision Unit/B&R Codes/ADS Form (page 49). It does not affect the FY 1996 Summary of Impact Form (page 43), Productivity/Efficiency Measures Form (page 45), or the Risk Reduction/Safety & Health Measures Form (page 47).

By following this guidance, the Office of Environmental Restoration will be able to roll up performance levels and will have traceable supporting documentation for the performance-based budget and for Assistant Secretary Grumbly's program goals.

I expect the field and Headquarters Program Managers to work together on this effort. All of the supporting documentation in this guidance is due to the Headquarters Program Managers by April 29, 1994.

*R. P. Whitfield*  
R. P. Whitfield  
Deputy Assistant Secretary  
for Environmental Restoration

Attachment

**Distribution:**

**With Sample Attachments**

Acting Assistant Manager for Environment/Project Management, AL  
Assistant Manager for Environmental Restoration and Waste Management, CH  
Acting Assistant Manager for Environmental Restoration, FN  
Assistant Manager, Office of Program Execution, ID  
Director, Environmental Restoration and Waste Management Division, NV  
Assistant Manager for Environmental Restoration and Waste Management, OR  
Assistant Manager for Environmental Management, RL  
Assistant Manager for Environmental Restoration, RFO  
Assistant Manager for Environmental Management and Support, OK  
Assistant Manager for Environmental Restoration and Waste Management, SR  
B. McCully, EM-432  
M. Pearl, EM-433  
P. Hanson, AL  
W. Lloyd, ID  
J. Kitchen, NV  
N. Frolio, OR  
J. Peterson, RL  
D. Malchesky, RF  
E. Merrill, SR  
M. Ferrigan, CH  
S. Peterman, FN

**With Project-Specific Attachments**

R. Sena, AL  
A. Chernoff, UMTRA  
J. Hunze, CH  
J. Craig, FN  
J. Lampley, AL-GJPO  
L. Green, ID  
S. Mellington, NV  
R. Sleeman, OR  
L. Price, OR  
T. Baillieul, BCL  
S. McCracken, WSSRAP  
R. Freeberg, RL  
J. Roberson, RF  
A. Dong, OD  
L. Goidell, SR  
T. Longo, EM-452  
C. Gesalman, EM-453  
B. Spurgeon, EM-452  
T. Crandall, EM-451  
P. Beam, EM-451  
J. Gatrell, EM-451  
A. Rampertaap, EM-453  
T. Kluk, EM-443  
C. Bauer, EM-441  
J. Monhart, EM-442  
J. Wagoner, EM-421  
R. Nace, EM-423  
B. Boettner, EM-421

H. Thron, EM-422  
K. Chaney, EM-424

cc:

J. Baublitz, EM-40  
J. Fiore, EM-42  
S. Robison, EM-44  
R. Lightner, EM-45  
P. Hanson, AL  
M. Ferrigan, CH  
H. Youngmeyer, FN  
B. Dahl, ID  
B. McClure, NV  
N. Frolio, OR  
J. Peterson, RL  
D. Malcheski, RF  
P. Thrash, OK  
E. Merrell, SR

**OFFICE OF ENVIRONMENTAL RESTORATION GUIDANCE FOR COMPLETING PERFORMANCE MEASURE REQUIREMENTS IN SUPPORT OF THE FY96 BUDGET**

The Office of Environmental Restoration has developed guidance to assist the Operations Offices in completing the performance measures requirements associated with the FY96 ADS submission. The guidance will ensure consistent and traceable supporting data for the environmental restoration performance measures. This information will support not only the performance-based budget, but also the Assistant Secretary's goal to be more outcome-oriented.

The supporting documentation is due to HQ Program Managers in the Office of Environmental Restoration by April 29, 1994. The data should be "rolled up" to the Operations Office level for conformance with EM-10 guidance. Information will also be summarized and tracked at the MSA/MP level. Operations Offices and the Headquarters Program Managers should work together to fill in the environmental restoration portion of the Measures by Program/Decision Unit Form (page 35 of the March 10, 1994 Supplemental ADS Guidance) by the required April 29, 1994 deadline.

The Office of Environmental Restoration must portray its budget in the context of four performance areas.

- 40-01      The cumulative number of completed characterization/assessment true subprojects and the percent of all characterization/assessment activities completed.
- 40-02      The cumulative number of interim actions, removal actions, and expedited response actions started and the number completed.
- 40-03      The cumulative number of completed final remedial action true subprojects and the percent of all final remedial actions completed.
- 40-04      The cumulative number of completed final D&D true subprojects and the percent of all final D&D activities completed.

The following guidance explains these four performance areas in more detail and provides a methodology for estimating the performance levels for FY94, FY95, and for FY96 at the three funding levels (decrement, target, planning). The performance levels will be the basis for communicating program objectives for the next several years and progress will be measured against the performance levels provided.

**General Directions**

The process for developing the performance levels to fill in the Measures by Program/Decision Unit Form (page 35 of the March 10, 1994 Supplemental ADS Guidance) has been divided into three activities:

**ATTACHMENT 1 ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES WORKSHEET:** This worksheet will be used to calculate the percent complete component of measures 40-01, 40-03, and 40-04. It will also be

used to distribute the budget across the four performance measures. A completed worksheet is included as an example.

These worksheets should be submitted to Headquarters Program Managers by April 29, 1994.

**ATTACHMENT 2 TRUE SUBPROJECT VERIFICATION FORMS:** These forms will be used to verify a complete list of true subprojects for each MSA/MP and to provide end characterization/assessment dates, end final remedial action dates, and end final D&D dates in support of measures 40-01, 40-03, and 40-04. The focus is on identifying those activities that have been completed or that will be completed in the FY94, FY95, FY96 window. For FY96, the field needs to indicate how funding affects performance levels. A completed verification form is included as an example.

These forms should be submitted to Headquarters Program Managers by April 29, 1994.

**ATTACHMENT 3 INTERIM ACTIONS VERIFICATION FORMS:** These forms will be used to verify a list of interim action starts and completions (as defined below) in support of measure 40-02. A completed verification form is included as an example.

These forms should be submitted to Headquarters Program Managers by April 29, 1994.

## Definitions

**True Subproject:** A true subproject is defined as a clearly identifiable project/activity, generally based around a single primary decision document. The most common types of true subprojects (and the corresponding decision document) are CERCLA operable units (ROD), RCRA corrective measure units (CMS), RCRA closures (Closure Plan), FUSRAP sites (CERCLA ROD or other decision document), UMTRA sites (NEPA ROD or other decision document), and D&D projects (D&D Plan). Many other projects/activities are considered true subprojects. For example, underground storage tank programs, surface water management projects, and groundwater monitoring projects are true subprojects. As a point of reference, over half of the level six elements in the programmatic work breakdown structure (WBS) are true subprojects. In other words, there is one true subproject per ADS. However, many level six WBS elements contain multiple true subprojects. For example, there are ADSs with multiple operable units, RCRA closures, or D&D projects grouped together. A preliminary list of true subprojects is provided in this guidance package.

**True Subproject Characterizations/Assessments Completed:** The characterization/assessment phase for each true subproject will be determined to be complete when the key end assessment document for that true subproject is submitted in final form to the final approval authority (i.e., regulators or DOE) for approval. By definition, there can only be one end assessment completion milestone per True Subproject. Submittal in final form to the

final approval authority of any of the following documents would meet the definition: Record of Decision, Corrective Measure Study, Closure Plan, D&D Plan, Proposed Plan, NEPA document (in the absence of another document), No Action Decision.

**Number of Interim / Removal Actions Started and Completed:** Any action that results in physical cleanup progress, reduction in exposure to contaminants, or containment of a source term and the action is not considered a final action, should be considered an interim action. An interim action is started when physical work begins. An interim action is complete when the physical work associated with the action has been completed. For interim pump and treat activities, the interim action is complete when the construction has been completed and the facility begins operations. Included in this definition are CERCLA interim actions, CERCLA removal actions, expedited response actions, RCRA interim corrective measures, FUSRAP material stabilizations, D&D accomplishments that are not final actions, vicinity properties, etc. Any action to restrict access to contaminants (e.g., relocation, provision of alternate water supply, posting of signs, erection of fences, additional security measures), should be counted as an interim action.

**Final Remedial Actions Completed:** Final remedial actions are completed when the physical cleanup associated with the true subproject is finished and a final report, indicating that the final remediation goals have been reached, has been submitted for approval. This includes any action that results in meeting final cleanup objectives or completing specific statutory objectives for a given true subproject. Final remedial actions include RCRA Closures, RCRA Final Corrective Measures, CERCLA final remedial actions, FUSRAP site completions, UMTRA site completions, and completed underground tank programs. Groundwater pump and treat projects are considered complete when the construction has been completed and the facility begins operations.

**Completed D&D Final Actions:** A D&D true subproject is complete when the final cleanup objectives for the structures or set of structures has been completed and a final report, indicating that the D&D goals have been accomplished, has been submitted for approval.

In addition, Attachment 4 provides definitions for the milestone keyword field of the ADS System.



**ATTACHMENT 1**  
**ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEET**

Complete the attached ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEETS. One is provided for each installation. The information submitted on the worksheets will provide the basis for the percent complete numbers under 40-01, 40-03, and 40-04 (page 35 of the March 10, 1994 Supplemental ADS Guidance) and will be used to distribute the budgets for FY94, FY95, and FY96.

Percent complete will be based on dollars. An underlying basis for estimating percent complete is necessary so that the Office of Environmental Restoration can provide a single roll-up estimate of percent complete for measures 40-01, 40-03, and 40-04.

The worksheet requires estimates of

- estimated total environmental restoration costs at completion;
- estimated environmental restoration costs (B0) through FY93; and
- BA for FY94, FY95, and FY96 based on B&R codes. All dollars will be broken out by the four performance measures or will be categorized as "Other Costs" as described below.

Please refer to the definitions above and follow these instructions carefully.

- Complete one worksheet per installation.
- In row 1, titled "Total Costs", use estimated and/or actual costs to determine the total costs associated with environmental restoration activities at this installation, past and future. Based on professional judgment, divide the total costs across the four performance areas and "Other Costs". In other words, estimate the total cost to conduct assessment at the installation, the total cost to conduct interim actions at the installation, the total costs to conduct remediation at the installation, the total cost to conduct D&D at the installation, and the "Other Costs" for the installation. The total costs include all project costs from the beginning of activities associated with the installation to project completion. Use historical data and projected costs based on baseline data when available. In other cases, professional judgment will be required. The column titled "TOTAL" should be the sum of all four performance areas plus "Other Costs".

The B&R guidance below provides guidelines for how to distribute the total costs. Most program management costs should be spread across assessment, remediation, and D&D activities since this is how they are distributed using B&Rs. Landlord, compliance, and long-term S&M costs are considered "Other Costs".

This is clearly an estimate. There will of course be some uncertainties and approximations involved. Do the best that you can.

- In row 2, titled "Costs Through FY93," complete the required elements. All entries should reflect estimated cumulative costs (BO), from project inception, to the end of FY93.
- In row 3, titled "BA for FY94," complete the required elements. The costs should be fiscal year BA only, distributed based on B&R code. The sum of all the dollars in the four areas plus "Other Costs" should equal the FY94 BA for the installation.

BA for FY94, FY95, and FY96 should be allocated based on B&R codes as follows:

**Assessment Activities (40-01):**

EW2010101, EX2010101, EU2010101	CERCLA Assessment
EW2010201, EX2010201, EU2010201	RCRA Assessment
EW2010301, EX2010301, EU2010301	RCRA/CERCLA Assessment
EW2010401, EX2010401, EU2010401	D&D Assessment
EW2010403, EX2010403, EU2010403	D&D S&M
EX202001	FUSRAP Assessment
EX204001	UMTRAP Assessment
EX205001	Groundwater Assessment

**Interim Actions (40-02):**

EW2010104, EX2010104, EU2010104	CERCLA-Interim/Removal Actions
EW2010204, EX2010204, EU2010204	RCRA-Interim/Removal Actions
EW2010304, EX2010304, EU2010304	RCRA/CERCLA-Interim/Removal Actions
EW2010404, EX2010404, EU2010404	D&D-Interim/Removal Actions
EX2020040	FUSRAP-Interim/Removal Actions
EX2040040	UMTRA Surface-Interim/Removal Actions
EX2050040	UMTRA Groundwater-Interim/Removal Actions

**Final Remedial Action (40-03):**

EW2010102, EX2010102, EU2010102	CERCLA Cleanup
EW2010202, EX2010202, EU2010202	RCRA Cleanup
EW2010302, EX2010302, EU2010302	RCRA/CERCLA Cleanup
EX202002	FUSRAP Cleanup
EX204002	UMTRAP Cleanup
EX205002	Groundwater Cleanup

**Final D&D Actions (40-04):**

EW2010402, EX2010402, EU2010402	D&D Cleanup
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**ATTACHEMENT 2**  
**TRUE SUBPROJECT VERIFICATION FORM**

These forms will be used to validate a list of true subprojects for each MSA/MP and to provide end characterization/assessment dates, end final remedial action dates, and end final D&D dates in support of measures 40-01, 40-03, and 40-04. The focus is on identifying those activities that have been completed or will be completed in the FY94, FY95, FY96 window. For FY96, the field needs to indicate whether the same performance level will be achieved at all three funding levels.

Review the list of true subprojects. It is extremely important for this list of true subprojects to be as accurate as possible. Please add any additional operable units, RCRA closures, D&D projects, etc. to this list as necessary in accordance with the guidance. Include addition sheets if necessary.

For each true subproject, indicate when the assessment activities will be completed (as defined below) and when the remediation/D&D activities will be completed (as defined below). All D&D projects are marked "D&D" under true subproject type.

Mark any changes directly on the forms and return them to your HQ Program Manager by April 29, 1994.

For FY96, mark the lowest funding level at which the completion will be achieved. For example, if the assessment phase will be completed at all funding levels, mark FY96 D (it will be assumed that it will be achieved at target and planning).

Those true subprojects marked "Support Project" do not require an end assessment or end remediation/D&D date.

## DEFINITIONS

**True Subproject:** A true subproject is defined as a clearly identifiable project/activity, generally based around a single primary decision document. The most common types of true subprojects (and the corresponding decision document) are CERCLA operable units (ROD), RCRA corrective measure units (CMS), RCRA closures (Closure Plan), FUSRAP sites (CERCLA ROD or other decision document), UMTRA sites (NEPA ROD or other decision document), and D&D projects (D&D Plan). Many other projects/activities are considered true subprojects. For example, underground storage tank programs, surface water management projects, and groundwater monitoring projects are true subprojects. As a point of reference, over half of the level six elements in the programmatic work breakdown structure (WBS) are true subprojects. In other words, there is one true subproject per ADS. However, many level six elements contain multiple true subprojects. For example, there are ADSs with multiple operable units, RCRA closures, or D&D projects grouped together. A preliminary list of true subprojects is provided in this guidance package.

**True Subproject Characterizations/Assessments Completed:** The characterization/assessment phase for each true subproject will be determined to be complete when the key end assessment document for that true subproject is submitted in final form to the final approval authority (i.e., regulators or DOE) for approval. By definition, there can only be one end assessment completion milestone per True Subproject. Submittal in final form to the final approval authority of any of the following documents would meet the definition: Record of Decision, Corrective Measure Study, Closure Plan, D&D Plan, Proposed Plan, NEPA document (in the absence of another document), No Action Decision.

**Final Remedial Actions Completed:** Final remedial actions are completed when the physical cleanup associated with the true subproject is finished and a final report, indicating that the final remediation goals have been reached, has been submitted for approval. This includes any action that results in meeting final cleanup objectives or completing specific statutory objectives for a given true subproject. Final remedial actions include RCRA Closures, RCRA Final Corrective Measures, CERCLA final remedial actions, FUSRAP site completions, UMTRA site completions, and completed underground tank programs. Groundwater pump and treat projects are considered complete when the construction has been completed and the facility begins operations.

**Completed D&D Final Actions:** A D&D true subproject is complete when the final cleanup objectives for the structures or set of structures has been completed and a final report, indicating that the D&D goals have been accomplished, has been submitted for approval.

# **SAMPLE MARKUP OF THE TRUE SUBPROJECT VERIFICATION FORM** (Actual forms are being provided to each Operations Office)

## **INSTALLATION: 1.4.17.6 ARGONNE NATIONAL LABORATORY-WEST**

WBS NUMBER	SUBPROJECT NAME	TRUE SUBPROJECT	TYPE	ASSESSMENT COMPLETION DATE (CHECK ONE)				REMEDIATION / D&D COMPLETION DATE (CHECK ONE)									
				PRE- FY94	FY 94	FY 95	FY 96	Post- FY96	PRE- FY94	FY 94	FY 95	FY 96	Post- FY96				
14176101	PCB SPILL CLEANUP	PCB SPILL CLEANUP	RCRA Corrective Measure	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14176102	WASTE AREA GROUPING 9 ASSESS	OU 9-01	CERCLA OU	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		OU 9 02 EBR II LEACH PIT	CERCLA OU	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		OU 9 03	CERCLA OU	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		OU 9-04 COMP RI/FS	CERCLA OU	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
14176201	LOD WASTE PROCESS AREA D&D	LOD WASTE PROCESS AREA D&D	D&D	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
14176301	PROG MGMT	PROG MGMT	Support Project: Not Applicable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Verify True Subprojects... Verify Assessment Completion Date... Mark Remediation / D&D Completion Date...  
For FY96, mark the lowest funding level at which the completion will occur: Decrement (D), Target (T), or Planning (P).

**DRAFT**

**ATTACHMENT 3**  
**INTERIM ACTIONS VERIFICATION FORM**

This form presents preliminary data on the interim actions (as defined in the guidance) for each MSA/MP. The table lists all past and future interim action that have started and/or are completed. The actions are separated by installation and identified by WBS number and by the activity name.

The expected start date is represented by a check mark in the appropriate Fiscal Year column. Check to see that the date indicated is accurate. Mark any changes directly on the table.

Similarly, the completion date (as defined in the guidance) is also provided. Mark any changes directly on the table.

Please validate this list of interim actions and provide information for any additional interim actions that will be started and/or completed during these years. For the interim actions occurring in FY96 it is important that the information is linked to one of three different funding scenarios: decrement, target, and planning. Specify the lowest level of funding for which the interim action will occur.

While validating this list, identify any interim actions that are more appropriately categorized as final actions. Highlight any of these actions directly on the page.

Return this form to your Headquarters Program Manager by April 29, 1994.

**DEFINITIONS**

**Number of Interim / Removal Actions Started and Completed:** Any action that results in physical cleanup progress, reduction in exposure to contaminants, or containment of a source term and the action is not considered a final action, should be considered an interim action. An interim action is started when physical work begins. An interim action is complete when the physical work associated with the action has been completed. For interim pump and treat activities, the interim action is complete when the construction has been completed and the facility begins operations. Included in this definition are CERCLA interim actions, CERCLA removal actions, expedited response actions, RCRA interim corrective measures, FUSRAP material stabilizations, D&D accomplishments that are not final actions, vicinity properties, etc. Any action to restrict access to contaminants (e.g., relocation, provision of alternate water supply, posting of signs, erection of fences, additional security measures), should be counted as an interim action.

15/47

# CHICAGO

**COMPLETE**

Page 1 of 2

16/47

# **SAMPLE MARKUP OF THE INTERIM ACTIONS VERIFICATION FORM** (Actual forms are being provided to each Operations Office)

START							COMPLETE						
WBS Number	Interim Action Name	Before 1994	FY 1994	FY 1995	FY 1996 Decrement	FY 1996 Target	FY 1996 Planning	Before 1994	FY 1994	FY 1995	FY 1996 Decrement	FY 1996 Target	FY 1996 Planning
14 17 1 1 01	800 Area Landfill Cover	X											
14 17 1 1 03	570 Holding Pond Interim Action	X								X			
14 17 1 1 09	Lime Sludge Area Interim Action	X								X			
14 17 1 2 06	D&D of the Experimental Boiling Water Reactor - Phase I Removal of asbestos	X						X					
14 17 1 2 06	D&D of the Experimental Boiling Water Reactor - Phase II removal of reactor components / equipment	X						X					
14 17.1.99	Interim Action ABC		X							X			



**ATTACHMENT 4**  
**DEFINITIONS FOR THE MILESTONE KEYWORD FIELD FOR THE ADS SYSTEM**

When inputting data in the Milestone Keyword field of the ADS System, please use definitions consistent with the performance measurement guidance. Adopt the following guidelines:

- CR            Use only when all remediation activities for an entire MSA/MP have been completed.
- SA            The start assessment milestone for a true subproject is defined as the point when work is authorized to begin (e.g., start development of workplan).
- ROD           This code is not just for RODs! The characterization/assessment phase for each true subproject will be determined to be complete when the key end assessment document for that true subproject is submitted in final form to the final approval authority (i.e., regulators or DOE) for approval. Submittal in final form to the final approval authority of any of the following documents would meet the definition: Record of Decision, Corrective Measure Study, Closure Plan, D&D Plan, Proposed Plan, NEPA document (in the absence of another document), No Action Decision.
- CC            Final remedial actions or D&D actions are completed when the physical cleanup associated with the true subproject is finished and a final report, indicating that the final remediation goals have been reached, has been submitted for approval. This includes any action that results in meeting final cleanup objectives or completing specific statutory objectives for a given true subproject. Final remedial actions include RCRA Closures, RCRA Final Corrective Measures, CERCLA final remedial actions, FUSRAP site completions, UMTRA site completions, and completed underground tank programs. Groundwater pump and treat projects are considered complete when the construction has been completed and the facility begins operations. A D&D true subproject is complete when the final cleanup objectives for the structures or set of structures has been completed and a final report, indicating that the D&D goals have been accomplished, has been submitted for approval.
- SI and CI    Any action that results in physical cleanup progress, reduction in exposure to contaminants, or containment of a source term and the action is not considered a final action, should be considered an interim action. An interim action is started when physical work begins (SI). An interim action is complete when the physical work associated with the action has been completed (CI). For interim pump and treat activities, the interim action is complete when the construction has been completed and the facility begins operations. Included in this definition are CERCLA interim actions, CERCLA removal actions, expedited response actions, RCRA interim corrective measures, FUSRAP material stabilizations, D&D accomplishments that are not final actions, etc. Any action to

restrict access to contaminants (e.g., relocation, provision of alternate water supply, posting of signs, erection of fences, additional security measures), should be counted as an interim action.

TT Self-Explanatory

FW For Milestones that signify that actual physical work (e.g., construction, excavation, drilling) has started.

United States Government

Department of Energy

# memorandum

DATE: **MAR 31 1994**  
REPLY TO  
ATTN OF EM-433 (M. Pearl, 3-7424)  
SUBJECT: Additional Environmental Restoration Guidance for Performance Measures  
TO: Distribution

The March 18, 1994, memorandum from R. P. Whitfield on Environmental Restoration Guidance for Performance Measures requires some clarification. This package contains basically two updates from the March 18 memorandum:

- Revised instructions and worksheets for Attachment I. After much discussion, a new row (Row 2a) has been added to the worksheets for uncosted carryover from FY 1993. Uncosted carryover must be distributed across the four performance measure areas and the other cost categories. The instructions have been modified to reflect this change in the worksheet and to correct some of the prior errors with respect to budget terminology.
- Instructions and an example for completing the Operations Office Measures by Program/Decision Unit Worksheet. The Office of Financial Management has requested that Operations Offices work with Headquarters (HQ) Program Managers to make a first cut at completing the Program/Decision Unit Worksheet by the April 29, 1994, deadline. This does not change the due date to HQ Program Managers for all of the environmental restoration supporting documentation.

This package contains five parts:

1. Directions for completing the Environmental Restoration Performance Measures Installation Worksheet
2. Environmental Restoration Performance Measures Installation Worksheet (Example)
3. Project Specific Environmental Restoration Performance Measures Installation Worksheets. This worksheet will be supplied only to Project/Program Managers (to be completed)
4. Directions for Completing the Operations Office Measures by Program/Decision Unit Worksheets
5. Operations Office Measure by Program/Decision Unit Worksheet Example

19/47

Due to the importance and complexity of gathering accurate performance measure information, we encourage you call with any questions. All questions on completing the Performance Measures Worksheet should be directed to Mary Pearl at (301)903-7424.



John E. Baublitz  
Associate Deputy Assistant Secretary  
for Environmental Restoration

Attachments

**Distribution:**

## With Sample Attachments

Acting Assistant Manager for Environment/Project Management, AL  
 Assistant Manager for Environmental Restoration and Waste Management, CH  
 Acting Assistant Manager for Environmental Restoration, FN  
 Assistant Manager, Office of Program Execution, ID  
 Director, Environmental Restoration and Waste Management Division, NV  
 Assistant Manager for Environmental Restoration and Waste Management, OR  
 Assistant Manager for Environmental Management, RI  
 Assistant Manager for Environmental Restoration, RFO  
 Assistant Manager for Environmental Management and Support, OK  
 Assistant Manager for Environmental Restoration and Waste Management, SR  
 B. McCully, EM-432  
 M. Pearl, EM-433  
 P. Hanson, AL  
 W. Lloyd, ID  
 J. Kitchen, NV  
 P. Thrash, OK  
 N. Frolio, OR  
 J. Peterson, RI  
 D. Malcheski, RF  
 E. Merrill, SR  
 M. Ferrigan, CH  
 S. Peterman, FN

### With Project-Specific Attachments

R. Sena, AL  
 A. Chernoff, UMTRA  
 J. Hunza, CH  
 J. Craig, FN  
 J. Lampley, AL-GJPO  
 L. Green, ID  
 S. Mellington, NV  
 R. Steeman, OR  
 L. Price, OR  
 T. Baillieu, BCL  
 S. McCracken, WSSRAP  
 R. Freeberg, RL  
 J. Roberson, RF  
 J. Cullen, OK  
 L. Goldell, SR  
 T. Longo, EM-452  
 C. Gesalman, EM-453  
 B. Spurgeon, EM-452  
 T. Crandall, EM-451  
 P. Beam, EM-451  
 J. Gatrell, EM-451  
 A. Rampertaap, EM-453  
 T. Kluk, EM-443  
 C. Bauer, EM-441  
 J. Monhart, EM-442  
 J. Wagoner, EM-421  
 R. Naca, EM-423  
 B. Boettner, EM-421

J. wagoner, EM-421  
R. Nace, EM-423  
B. Boettner, EM-421

4

cc:

R. P. Whitfield, EM-40  
J. Fiore, EM-42  
S. Robison, EM-44  
R. Lightner, EM-45  
P. Hanson, AL  
M. Ferrigan, CH  
H. Youngmeyer, FN  
B. Dahl, ID  
B. McClure, NV  
N. Frolio, OR  
J. Peterson, RL  
D. Malcheski, RF  
P. Thrash, OK  
E. Merrell, SR

**DIRECTIONS FOR COMPLETING THE ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEET**

The information submitted on the Environmental Restoration Performance Measures Installation Worksheets will provide the basis for calculating the percent complete numbers under performance measure elements 40-01, 40-03, and 40-04 (page 35 of the March 10, 1994 Supplemental ADS Guidance) and will be used to distribute the budget levels for FY94, FY95, and FY96. The information needed to complete 40-02 is found in the Interim Actions Verification Forms (part of the March 18 guidance). It is important that the information provided in this worksheet is completed in full. Any Operations Office that is not able to fill out this form completely must provide supporting documentation describing the numbers that are provided on the worksheets, how they were developed, and why total funding numbers were not available.

The Operations Offices should submit the installation worksheets to the cognizant EM-40 HQ Program Managers by April 29, 1994. Headquarters and the Operations Offices will work together to complete the environmental restoration portion of the Measures by Program/Decision Unit Form (page 35 of the March 10, 1994 Supplemental ADS Guidance) based on the information provided on the Installation Worksheets.

The information in the Installation Worksheets will be used to calculate percent complete on a dollar basis and to provide FY94 Budget Authority (BA), FY95 BA, and three levels for FY96 BA on the Operations Office Measures by Program/Decision Unit Form. An underlying basis for estimating percent complete is necessary so that the Office of Environmental Restoration can provide a single roll-up estimate of percent complete for performance measures 40-01, 40-03, and 40-04. Using dollars to calculate the percent complete provides a more representative picture of the work performed at a particular site (tracking the percent complete by the number of projects complete does not provide information on the complexity of work accomplished and the extent of the work remaining).

The worksheet requires estimates of

- total environmental restoration dollars at completion;
- environmental restoration costs (BO) through FY93;
- environmental restoration uncoded carryover from FY93; and
- BA for FY94, FY95, and three levels for FY96 based on Budget and Reporting (B&R) codes identified for each performance measure. All dollars will be broken out by the four performance measures or will be categorized as "Other Costs" as described below.

Please adhere to three main points when filling out the forms:

1. All dollars need to be accounted for among the four performance areas or identified as "Other Costs." These five columns should be aggregated in the TOTAL column for each fiscal year and for each budget case for FY96;

2. All dollars need to be reported in FY dollars as specified in the FY96 Planning and Budget Formulation guidance (not necessarily current year dollars); and
3. A worksheet needs to be filled out for every installation.

**Specific Directions:**

Please follow these instructions carefully, and provide all information possible. If you are unable to complete a portion of this form, document all variations and the reasons for not completing the form in detail.

- In row 1, titled "Total Costs", use estimated and/or actual dollars to determine the total dollars associated with environmental restoration activities at this installation, past and future. Based on professional judgment, divide the total dollars across the four performance measure areas and the "Other Costs" category. In other words, estimate the total dollars to conduct assessment at the installation, the total dollars to conduct interim actions at the installation, the total dollars to conduct remediation at the installation, the total dollars to conduct D&D at the installation, and the "Other Costs" for the installation. The total costs include all project dollars from the beginning of activities associated with the installation to project completion. Use historical data and projected dollars based on baseline data when available. In other cases, professional judgment will be required. The column titled "TOTAL" should be the sum of all four performance measure areas plus the "Other Costs" category.

The B&R guidance below provides guidelines for how to distribute the total dollars for each installation. Most program management dollars should be spread (prorated) across assessment, interim actions, remediation, and D&D activities since this is how they are distributed using B&Rs. Landlord, compliance oversight, and long-term S&M dollars are considered "Other Costs".

This is clearly an estimate. There will of course be some uncertainties and approximations involved. Do the best that you can.

- In row 2, titled "Costs Through FY93," complete the required elements. All entries should reflect estimated cumulative costs (BO), from project inception, to the end of FY93.
- In row 2A, titled "Uncosted Carryover from FY93," complete the required elements. The uncosted carryover should be separated among the four areas. The sum of all the dollars in the four areas plus "Other Costs" should equal the Total FY93 Uncosted Carryover for the installation. Uncosted carryover will not become part of the "BA for FY94." Uncosted carryover will not be included in the calculation of percent complete, but will be collected for tracking purposes.
- In row 3, titled "BA for FY94", complete the required elements. The dollars should be fiscal year BA only, distributed based on B&R code. The sum of all the dollars in the four areas plus "Other Costs" should



equal the FY94 BA for the installation.

BA for FY94, FY95, and FY96 should be allocated based on B&R codes as follows:

**Assessment Activities:**

EW2010101, EX2010101, EU2010101	CERCLA Assessment
EW2010201, EX2010201, EU2010201	RCRA Assessment
EW2010301, EX2010301, EU2010301	RCRA/CERCLA Assessment
EW2010401, EX2010401, EU2010401	D&D Assessment
EW2010403, EX2010403, EU2010403	D&D S&M
EX202001	FUSRAP Assessment
EX204001	UMTRAP Assessment
EX205001	Groundwater Assessment

**Interim Actions:**

EW2010104, EX2010104, EU2010104	CERCLA Interim/Removal Actions
EW2010204, EX2010204, EU2010204	RCRA-Interim/Removal Actions
EW2010304, EX2010304, EU2010304	RCRA/CERCLA-Interim/Removal Actions
EW2010404, EX2010404, EU2010404	D&D-Interim/Removal Actions
EX2020040	FUSRAP-Interim/Removal Actions
EX2040040	UMTRA Surface-Interim/Removal Actions
EX2050040	UMTRA Groundwater-Interim/Removal Actions

**Final Remedial Action:**

EW2010102, EX2010102, EU2010102	CERCLA Cleanup
EW2010202, EX2010202, EU2010202	RCRA Cleanup
EW2010302, EX2010302, EU2010302	RCRA/CERCLA Cleanup
EX202002	FUSRAP Cleanup
EX204002	UMTRAP Cleanup
EX205002	Groundwater Cleanup

**Final D&D Actions:**

EW2010402, EX2010402, EU2010402	D&D Cleanup
---------------------------------	-------------

**Other Costs:**

EW201045, EU201045	Long-Term Surveillance and Maintenance
EW201050, EX201050, EU201050	Landlord
EW201070, EX201070, EU201070	Compliance Oversight
EW2060	Program Direction (environmental restoration only)

If any other B&R codes are used or if there is a deviation from the above guidance, please attach supporting documentation explaining how the dollars were allocated.

- In row 4, titled "BA for FY95," complete the required elements. The dollars should be FY95 BA only. The sum of all the dollars in the four performance areas plus "Other Costs" should equal the total BA for FY95. This amount must be the same as the amount specified in the Congressional Budget Request for each installation. Use B&R codes to distribute dollars.
- In the three FY96 columns, rows 5, 6, and 7, complete the required elements. The dollars should be FY96 BA only. Use B&R codes to distribute the dollars. The sum of all the dollars in the four performance areas plus "Other Costs" should equal the total installation request at the three funding levels.

#### **Environmental Restoration Performance Measures Installation Worksheet Example**

A sample worksheet is attached and should be reviewed before starting the installation specific worksheets. The project specific worksheets (for Program Managers and Project Managers) are located immediately after the example worksheet. If you have any questions about the worksheets contact Mary Pearl at (301) 903-7424.

# ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEET

Operations Office: EXAMPLE

MSAMP EXAMPLE

Installation EXAMPLE

Phone #           

Field Point of Contact: EXAMPLE

(Report all numbers in thousands of dollars)

	Assessment Activities (\$000s)	Interim Actions (\$000s)	Final Remedial Action Activities (\$000s)	Final D&D Action Activities (\$000s)	Other Costs (\$000s)	TOTAL (\$000s)
1	300,000	35,000	9,200,000	500,000	200,000	4,235,000
2	120,200	15,000	25,500	21,000	9,500	191,200
2A	Uncoated Carryover from FY83					
3	50,000	9,500	21,000	15,500	9,900	105,900
4	42,000	4,000	35,000	15,000	11,000	107,000
5	35,500	3,000	50,800	10,200	11,500	111,000
6	35,500	3,000	60,000	15,000	11,500	125,000
7	35,500	3,200	70,000	16,500	11,500	136,700

27/47

## DIRECTIONS FOR COMPLETING THE OPERATIONS OFFICE MEASURES BY PROGRAM/DECISION UNIT WORKSHEET

These directions provide step-by-step instructions for completing the Operations Office Measures by Program/Decision Unit Worksheet (page 35 of the Budget Formulation and Activity Data Sheet Development Supplemental Guidance). The worksheet is a summary of environmental restoration performance measures for each Operations Office. Each measure, represented by a different code (40-01, 40-02, 40-03, 40-04), requires three different pieces of information. The worksheet uses information from the Attachments found in the March 18, 1994 memo titled Environmental Restoration Guidance for Performance Measures. Completed examples and revised instructions of the Operations Office Measures by Program/Decision Unit Worksheet and the Environmental Restoration Performance Measures Installation Worksheets (from Attachment 1 of the March 18, 1994 memo) are attached for reference. In addition, revised definitions of the four performance areas (characterization/assessments, interim actions, final remediation, and final D&D projects) are included in this package.

### 40-01 Cumulative Number Of Completed True Subproject Characterization/Assessments And The Percent Of All Characterization/Assessments Activities Completed

- |  |   |
|--|---|
| <b>1. BA for FY94 for Characterization / Assessment Activities</b>                                   | This is the sum of all FY94 installation Assessment dollars from the Installation Worksheets (Attachment 1). See box ② of the attached example.   |
| <b>2. Cumulative number of characterization / assessment activities completed by the end of FY94</b> | This number is calculated by totaling all completed assessment activities from the True Subproject Verification Form (Attachment 2). This number is <u>cumulative</u> ; it should include all pre FY94 and FY94 assessment completions. |
| <b>3. Percent of all characterization / assessment activities complete</b>                           | This value is calculated by totaling the BA for FY94 and Costs through FY93 (③ + ④ of the attached example Installation Worksheet), and dividing this total by the Total Costs (⑤).   |

Complete the rest of 40-01 using the same methodology for FY95 and the three funding levels for FY96. Funding should be current fiscal year BA only (in other words, not cumulative). Percent complete and number of characterization/assessments should be cumulative.

**40-02 Cumulative Number Of Interim Actions (Including Remedial Actions Entered Response Actions) Started And The Number Completed**

1. BA for FY94 for Interim Actions This is the sum of all FY94 Interim Action dollars from the Installation Worksheets (Attachment 1). See box ③ of the attached example.
2. Cumulative number of Interim Actions started by the end of FY94 This number is calculated by counting the total number of interim actions started in the Interim Action Verification Form (Attachment 3). This number is cumulative; it should include all pre FY94 and FY94 starts.
3. Cumulative number of Interim Actions completed by the end of FY94 This number is calculated by counting the total number of interim actions completed from the Interim Action Verification Form (Attachment 3). This number is cumulative; it should include all pre FY94 and FY94 completions.

Complete the rest of 40-02 using the same methodology for FY95 and the three funding levels for FY96. Funding should be current fiscal year BA only (in other words, not cumulative). The number of interim actions started and completed should be cumulative.

**40-03 Cumulative Number Of Completed Final Remedial Action From Subproject to 40-03 The Percent Of All Final Remedial Actions Completed**

1. BA for FY94 for Final Remedial Actions This is the sum of all FY94 Final Remedial Action dollars from the Installation Worksheets (Attachment 1). See box ③ of the attached example.
2. Cumulative number of Final Remedial Actions Completed by the end of FY94 This number is calculated by totaling all Final Remedial Action Activities from the True Subproject Verification Form (Attachment 2) that have been or will be completed by the end of FY94. Do not count D&D completions from Attachment 2. This number is cumulative.
3. Percent of Final Remedial Actions Complete by the end of FY94 This value is calculated by totaling the BA for FY94 and Costs through FY93 (③ + ③ of the attached example Installation Worksheet) and dividing this total by the Total Costs (③).

Complete the rest of 40-03 using the same methodology for FY95 and the three funding levels for FY96. Funding should be current fiscal year BA only (in other words, not cumulative). Percent complete and number of final remedial actions should be cumulative.

**40-04 Cumulative Number Of Completed Decontamination And Demolition (D&D) True Subprojects And The Percent Of All Final D&D Activities Completed**

1. BA for FY94 for D&D Activities This is the sum of all FY94 Final D&D dollars found on the Installation Worksheets (Attachment 1). See box ● of the attached example.
2. Cumulative number of D&D Activities Completed by the end of FY94 This number is calculated by totaling all D&D Activities from the True Subproject Verification Form (Attachment 2). This number is cumulative.
3. Percent of Final D&D Activities Complete by the end of FY94 This value is calculated by totaling the BA for FY94 and Costs through FY93 (● + ● of the attached example Installation Worksheet), and dividing this total by the Total Costs (●).

Complete the rest of 40-04 using the same methodology for FY95 and the three funding levels for FY96. Funding should be current fiscal year BA only (in other words, not cumulative). Percent complete and number of final D&D actions should be cumulative.

**Other Costs** This number is calculated by totaling the values found in box 13 of the Installation Worksheets for all installations.

# ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEET

Operations Office: EXAMPLE MSAMP, EXAMPLE

Installation: EXAMPLE

Field Point of Contact: EXAMPLE Phone #: \_\_\_\_\_

(Report all numbers in thousands of dollars)

	Assessment Activities (\$000s)	Interim Actions (\$000s)	Final Remedial Action Activities (\$000s)	Final D&D Action Activities (\$000s)	Other Costs (\$000s)	TOTAL (\$000s)
1	300,000	35,000	3,200,000	500,000	200,000	4,235,000
2	120,200	15,000	25,500	21,000	9,500	191,200
2A						
3	50,000	9,500	21,000	15,500	9,900	105,900
4	42,000	4,000	35,000	15,000	11,000	107,000
5	35,500	3,000	50,800	10,200	11,500	111,000
6	35,500	3,000	60,000	15,000	11,500	125,000
7	35,500	3,200	70,000	16,500	11,500	136,700

3247

DEPARTMENT OF ENERGY									
ENVIRONMENTAL RESTORATION AND WASTE MANAGEMENT									
OPERATIONS OFFICE MEASURES BY PROGRAM/DECISION UNIT (DOLLARS IN THOUSANDS)									
OPERATIONS OFFICE:		PROGRAM/DECISION UNIT:		ENVIRONMENTAL RESTORATION					
OPERATIONS OFFICE CONTACT:		TELEPHONE NUMBER:							
		OUTPUT MEASUREMENT		FY 1988 PERFORMANCE GOALS					
		FY84	FY85	DECREMENT		TARGET		PLANNING	
		Units	Units	Units	Units	Units	Units	Units	Units
CODE		\$	\$	\$	\$	\$	\$	\$	\$
PROGRAM/DECISION UNIT MEASURES:									
40-01	The cumulative number of completed characterization/assessment true subprojects and the percent of all characterization/assessment activities completed.	\$50,000 57% 11 Complete	\$42,000 71% 15 Complete	\$35,500 89% 18 Complete	\$35,500 83% 18 Complete	\$35,500 83% 18 Complete			
40-02	The cumulative number of interim actions, removal actions, and expedited response actions started and the number completed.	\$9,500 5 Started 2 Complete	\$4,000 4 Started 3 Complete	\$3,000 4 Started 4 Complete	\$3,000 4 Started 4 Complete	\$3,000 4 Started 4 Complete			
40-03	The cumulative number of completed final remedial action true subprojects and the percent of all final remedial actions completed.	\$21,000 1% 0 Complete	\$35,000 8% 0 Complete	\$50,800 3% 0 Complete	\$80,000 4% 0 Complete	\$70,000 5% 1 Complete			
40-04	The cumulative number of completed final D&D true subprojects and the percent of all final D&D activities completed.	\$15,500 7% 0 Complete	\$15,000 10% 0 Complete	\$10,200 12% 1 Complete	\$15,000 13% 1 Complete	\$18,500 14% 1 Complete			



## ENVIRONMENTAL RESTORATION PERFORMANCE MEASURES INSTALLATION WORKSHEET

Operations Office: ROCKY FLATS FIELD OFFICE

MSAMP- ROCKY FLATS

Installation: ROCKY FLATS PLANT

Field Point of Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_

(Represent all dollars in thousands of dollars)

	Assessment Activities (\$000s)	Interior Actions (\$000s)	Final Remedial Action Activities (\$000s)	Final D&D Action Activities (\$000s)	Other Costs (\$000s)	TOTAL (\$000s)
1	Total Costs (from project inception thru completion)					
2	Costs thru FY93 (from project inception)					
2A	Uncosted Carryover from FY93					
3	BA for FY94					
4	BA for FY95					
5	BA for FY96 (document)					
6	BA for FY96 (target)					
7	BA for FY96 (planning)					

DEPARTMENT OF ENERGY									
ENVIRONMENTAL RESTORATION AND WASTE MANAGEMENT									
OPERATIONS OFFICE MEASURES BY PROGRAM/DECISION UNIT (DOLLARS IN THOUSANDS)									
OPERATIONS OFFICE ROCKY FLATS FIELD OFFICE		PROGRAM/DECISION UNIT		ENVIRONMENTAL RESTORATION					
OPERATIONS OFFICE CONTACT HOWARD ROSE		TELEPHONE NUMBER 303-966-5917							
CODE	PROGRAM/DECISION UNIT MEASURES	OUTPUT MEASUREMENT		FY 1996 PERFORMANCE GOALS					
		FY 94		FY 95		DECREMENT		TARGET	
		UNITS	\$	UNITS	\$	UNITS	\$	UNITS	\$
40-01	CUMULATIVE NUMBER OF COMPLETED TRUE SUBPROJECT CHARACTERIZATION/ ASSESSMENTS AND THE PERCENT OF ALL CHARACTERIZATION/ ASSESSMENT ACTIVITIES COMPLETED	\$85,282 34% 1 Complete		\$88,254 34% 1 Complete		\$76,433 34% 1 Complete		\$88,187 34% 1 Complete	\$88,343 34% 1 Complete
40-02	CUMULATIVE NUMBER OF INTERIM ACTIONS (INCLUDING REMOVAL ACTIONS EXPEDITED RESPONSE ACTIONS) STARTED AND THE NUMBER COMPLETED	\$54,229 0 9 Started 0 Complete		\$68,199 38% 11 Started 1 Complete		\$44,312 38% 11 Started 1 Complete		\$53,478 38% 11 Started 1 Complete	\$68,134 38% 11 Started 1 Complete
40-03	CUMULATIVE NUMBER OF COMPLETED FINAL REMEDIAL ACTION TRUE SUBPROJECTS AND THE PERCENT OF ALL FINAL REMEDIAL ACTIONS COMPLETED	\$8,449 0 0 Complete		\$4,547 0 0 Complete		\$5,155 0 0 Complete		\$6,455 0 0 Complete	\$6,455 0 0 Complete
40-04	CUMULATIVE NUMBER OF COMPLETED DECONTAMINATION & DECOMMISSIONING (D&D) TRUE SUBPROJECTS AND THE PERCENT OF ALL FINAL D&D ACTIVITIES COMPLETED	0		0		0		0	0



# INTERIM ACTIONS VERIFICATION FORM

INSTALLATION ROCKY FLATS FIELD OFFICE

WBS NUMBER	INTERIM ACTION NAME	START						COMPLETION					
		PRE- FY94	FY94	FY95	FY96 D	FY96 T	POST FY96 P	PRE- FY94	FY94	FY95	FY96 D	FY96 T	POST FY96 P
1 4 7 1 1 1	OU-1,881 HILLSIDE	X											X
1 4 7 1 1 2	OU-2, 903 PADS	X											X
1 4 7 1 1 4	OU-4,SOLAR PONDS	X											X
1 4 7 1 1 6	OU-6, WALNUT CREEK	X											X
1 4 7 1 1 7	OU-7, PRESENT LANDFILL	X											X
1 4 7 1 1 11	OU-11, WEST SPRAYFIELD	X											X
1 4 7 1	FUTURE PU BLDG D&D			X									X
1 4 7 1	FUTURE NON-PU BLDG D&D			X									X
1 4 7 1	FUTURE GEN SUP BLDG D&D						X						X
1 4 7 1 1 19	ONSITE WATER MGMT	X											X
1 4 7 1 1 19	OFFSITE WATER MGMT	X							X				
1 4 7 1 1 13	INDUSTRIAL AREA IM/IRA			X									X

# TRUE SUBPROJECT VERIFICATION FORM

INSTALLATION ROCKY FLATS FIELD OFFICE

WBS NUMBER	SUBPROJECT NAME	TRUE SUBPROJECT	TYPE	ASSESSMENT COMPLETION DATE (MARK ONE)					REMEDIATION/DD COMPLETION DATE (MARK ONE)							
				PRE FY94	FY94	FY95	D	T	P	POST FY96	PRE FY94	FY94	FY95	D	T	P
147111	881 HILLSIDE	OU-1	CERCLA OU													X
147112	903 PADS	OU 2	CERCLA OU													X
147113	OFFSITE AREAS	OU 3	CERCLA OU													X
147114	SOLAR PONDS	OU-4	RCRA OU													X
147115	WOMAN CREEK	OU-5	CERCLA OU													X
147116	WALNUT CREEK	OU 6	CERCLA OU													X
147118	700 AREA	OU 8	CERCLA OU													X
147119	PROCESS WASTE LINES	OU-9	RCRA OU													X
1471110	OTHER CLOSURES	OU-10	RCRA OU													X
1471112	400/800 AREA	OU-12	RCRA OU													X
1471113	100 AREA	OU-13	CERCLA OU													X
1471114	RADIOACTIVE SITES	OU-14	CERCLA OU													X
1471115	INSIDE CLOSURES	OU-15	CERCLA OU													X
1471116	LOW PRIORITY SITES	OU-16	CERCLA OU									X				
1471117	OXNARD	OXNARD	CERCLA OU													X
14713	PROGRAM MGMT	PROGRAM MGMT	SUPPORT PROJECT	N/A												
1471118	SITENAME PROGRAMS	SITENAME PROGRAMS	SUPPORT PROJECT	N/A												
1471119	SITENAME OPERATIONS	SITENAME OPERATIONS	SUPPORT PROJECT	N/A												
14716	WASTE/HANDL/TREAT	WASTE/HANDL/TREAT	SUPPORT PROJECT	N/A												

A C T I O N

June 14, 1994

TO: D. Mathes, EM-451  
J. Ahlquist, EM-452  
R. Greenberg, EM-453

SUBJECT: PERFORMANCE MEASURES, SUMMARY REPORTS

The March 10 Supplemental Guidance on FY 1996 Budget Formulation required the operations offices to report against performance measures for FY 94, 95, and 96. The information provided by the ops offices and programs offices is summarized in the attached reports.

Since much of the info has been revised from the original ops offices submittals, the "Operations Office Measures by Program/Decision Unit" form will be revised. Also, it is anticipated that ER will need to continue to address performance measures in the coming months.

Please review the summary report. If any corrections or revisions are needed, please get them to me by June 24 so I can provide them to Mary Pearl.

Donna

cc:  
T. Crandall, EM-451  
P. Beam, EM-451  
J. Gatrell, EM-451  
W. Spurgeon, EM-452  
T. Longo, EM-452  
C. Gesalman, EM-453  
A. Rampertaap, EM-453

10-451  
EPA 107-801

United States Government

Department of Energy

# memorandum

DATE: JUN 10 1994

REPLY TO  
ATTN OF EM-432 (M. Pearl, 3-7424)

SUBJECT: Performance Measures, Summary Reports

TO: W. Murphie, EM-42  
S. Robison, EM-44  
R. Lightner, EM-45

As you are aware, staff at both Headquarters and at the Operations Offices have been participating in several performance measurement initiatives during the past several months. The March 10, 1994, supplemental guidance on fiscal year (FY) 1996 Budget Formulation required the Operations Offices to report against performance measures for FY 1994, FY 1995, and FY 1996. The information provided by the program offices and the Operations Offices is summarized on the attached reports for those projects within your area of program responsibility.

While this information was used recently to support development of the Internal Review Budget material, we also anticipate using the information as we expand our analytical capabilities. In addition, since much of the information has been revised from the original Operations Offices submittals, we will revise the "Operations Office Measures by Program/Decision Unit" form required by the supplemental guidance. Further, it is anticipated that the Office of Environmental Restoration will need to continue to address performance measures in the coming months. We appreciate the support provided by you and your staff in these recent exercises and look forward to your continued support.

The attached summary reports are being provided to you for information. However, if any corrections or revisions are needed, please contact Mary Pearl on 3-7424.

*William E. Wisenbaker*William E. Wisenbaker  
Director  
Office of Program Integration  
Environmental Restoration

## Attachments

cc: (w/attachments)  
J. Fiore, EM-40  
R. Bradley, EM-42  
C. Johnson, EM-44  
D. Myers, EM-45  
R. Kowalewski, EM-451  
B. McCully, EM-131

**Rocky Flats**

This package contains the information provided by the Operations Offices to support the performance measure initiative of the ADS submission, and the information collected to support the Internal Review Budget (IRB) process. The first page contains summary numbers for the four performance measures by MSA/MP for FY 1994, FY 1995, and four funding levels for FY 1996. The performance measure numbers for FY 1996 are incremental. In other words, they indicate how many additional accomplishments will be achieved at the given funding level. The remaining pages identify the specific true subprojects/activities that will be completed for the four performance measures by year. Please provide any changes or amendments to Mary Pearl in EM-433.



# Performance Measure Activities Completed for FY94 - FY96

## MSA/MP: ROCKY FLATS

	FY1994	FY1995	FY1996 Decrement	FY1996 Target	FY1996 Compliance	FY1996 Increment
40-01: Number of Assessments Complete	2	0	2	0	0	0
40-02: Number of Interim Actions Started	11	9	0	0	5	0
Completed	7	8	2	4	2	0
40-03: Number of Complete Remedial Actions	0	0	0	0	0	0
40-04: Number of Complete D&D	0	0	0	0	0	0

05-JUN-94

# Assessment Activities Completed for FY 1994 - FY 1996

MSAMP:	ROCKY FLATS	Installation	WBS #	True Subproject Name
Year				
FY 1994	ROCKY FLATS PLANT	1 4 07 1.1.16	OU16, LOW PRIORITY SITES	
	ROCKY FLATS PLANT	1 4 07 1.1.18	ONSITE/OFFSITE WATER MANAGEMENT	
	ROCKY FLATS PLANT	1 4 07 1.1.11	OU11, WEST SPRAY FIELDS	
FY 1996 DECREMENT*	ROCKY FLATS PLANT	1 4 07 1.1.15	OU15, INSIDE BUILDING CLOSURES	

\* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels.

-- If an activity is completed at the target level, it will also be completed at the compliance and increment levels.

--- If an activity is completed at the compliance level, it will also be completed at the increment level.

## Interim Actions Started for FY 1994 - FY 1996

## MSAMP: ROCKY FLATS

Year	Installation	WBS #	True Subproject Name	Interim Action Name
FY 1994	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	OU10 NAOH TANK REMOVAL, D&D ADS 1030
	ROCKY FLATS PLANT	1.4.07.1.1.01	OU1, 881 HILLSIDE	HOT SPOT REMOVAL, PROJECT 1
	ROCKY FLATS PLANT	1.4.07.1.1.01	OU1, 881 HILLSIDE	HOT SPOT REMOVAL, PROJECT 2
	ROCKY FLATS PLANT	1.4.07.1.1.02	OU2, 803 PAD, MOUND, EAST TRENCH	TREATMENT OF SOILS USING ENHANCED SOIL VAPOR EXTRACTION TECHNOLOGY
	ROCKY FLATS PLANT	1.4.07.1.1.04	OU4, SOLAR PONDS	SLUDGE REMOVAL/RCRA CLOSURE OF SOLAR PONDS
	ROCKY FLATS PLANT	1.4.07.1.1.05	OU5, WOMAN CREEK	HOT SPOT REMOVAL
	ROCKY FLATS PLANT	1.4.07.1.1.06	OU6, WALNUT CREEK	OU6 964 STORAGE YARD CLEAN UP
	ROCKY FLATS PLANT	1.4.07.1.1.10	OU10, OTHER OUTSIDE CLOSURES	IHSS 129 SOIL REMEDIATION
	ROCKY FLATS PLANT	1.4.07.1.1.10	OU10, OTHER OUTSIDE CLOSURES	OU10 B443, REMOVAL OF TANKS 3&4
	ROCKY FLATS PLANT	1.4.07.1.1.11	OU11, WEST SPRAY FIELDS	OU11 SPRINKLER PIPE REMOVAL
	ROCKY FLATS PLANT	1.4.07.1.1.19	ONSITE/OFFSITE WATER MANAGEMENT	OFFSITE WATER MANAGEMENT OPTION B
FY 1995	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	B777, RM 415, D&D ADS 1030

\* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels.

\*\* If an activity is completed at the target level, it will also be completed at the compliance and increment levels.

\*\*\* If an activity is completed at the compliance level, it will also be completed at the increment level.

05-JUN-94

P. 01

## Interim Actions Started for FY 1994 - FY 1996

FY 1995	ROCKY FLATS PLANT	1 4 07.1	ROCKY FLATS PLANT	8779, RM 154, D&D ADS 1030
	ROCKY FLATS PLANT	1 4 07.1	ROCKY FLATS PLANT	OU10 ABOVEGROUND TANKS REMOVAL (IN PA), D&D
	ROCKY FLATS PLANT	1 4 07.1	ROCKY FLATS PLANT	SECURITY INCINERATOR D&D, ADS 1032
	ROCKY FLATS PLANT	1 4 07.1.1.01	OU1, 881 HILLSIDE	REMOVAL ACTION OU-1, IHSS 119.1
	ROCKY FLATS PLANT	1 4 07.1.1.02	OU2, 903 PAD, MOUND, EAST TRENCH	REMOVAL ACTION OU2 IHSS 109, 111.7, 108, 111.6, 111.1
	ROCKY FLATS PLANT	1 4 07.1.1.06	OU6, WALNUT CREEK	HOT SPOT REMOVAL OU6 IHSS 141, 143, 158.2, 165
	ROCKY FLATS PLANT	1 4 07.1.1.06	OU6, WALNUT CREEK	POND WATER MANAGEMENT
	ROCKY FLATS PLANT	1 4 07.1.1.13	OU13, 100 AREA	INDUSTRIAL AREA IMIRA
	ROCKY FLATS PLANT	1 4 07.1.1.08	OU8, 700 AREA	REMOVAL ACTION OU8 IHSS 188, 119.2, 163.2, 150.4, 163.1
	ROCKY FLATS PLANT	1 4 07.1.1.10	OU10, OTHER OUTSIDE CLOSURES	REMOVAL ACTION & CAPPING OU10
	ROCKY FLATS PLANT	1 4 07.1.1.12	OU12, 400/800 AREA	REMOVAL ACTION OU12
	ROCKY FLATS PLANT	1 4 07.1.1.13	OU13, 100 AREA	REMOVAL ACTION OU13
	ROCKY FLATS PLANT	1 4 07.1.1.14	OU14, RADIOACTIVE SITES	REMOVAL ACTION OU14

\* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels.

\*\* If an activity is completed at the target level, it will also be completed at the compliance and increment levels.

\*\*\* If an activity is completed at the compliance level, it will also be completed at the increment level.

06-Jun-94

FY 1996  
COMPLIANCE\*\*\*

## Interim Actions Completed for FY 1994 - FY 1996

## MSA/MP: ROCKY FLATS

Year	Installation	WBS #	True Subproject Name	Interim Action Name
FY 1994	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	OU10 NAOH TANK REMOVAL, D&D ADS 1030
	ROCKY FLATS PLANT	1.4.07.1.1.01	OU1, 881 HILLSIDE	HOT SPOT REMOVAL, PROJECT 1
	ROCKY FLATS PLANT	1.4.07.1.1.02	OU2, 903 PAD, MOUND, EAST TRENCH	SOUTH WALNUT CREEK SURFACE WATER COLLECTION AND TREATMENT
	ROCKY FLATS PLANT	1.4.07.1.1.04	OU4, SOLAR PONDS	CONSTRUCTION/OPERATION OF INTERCEPTOR TRENCH SYSTEM, AND GROUNDWATER COLLECTION
	ROCKY FLATS PLANT	1.4.07.1.1.05	OU5, WOMAN CREEK	HOT SPOT REMOVAL
	ROCKY FLATS PLANT	1.4.07.1.1.06	OU6, WALNUT CREEK	OU6 864 STORAGE YARD CLEAN UP
	ROCKY FLATS PLANT	1.4.07.1.1.11	OU11, WEST SPRAY FIELDS	OU11 SPRINKLER PIPE REMOVAL
FY 1995	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	B777, RM 415, D&D ADS 1030
	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	OU10 ABOVEGROUND TANKS REMOVAL (IN PA), D&D
	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	SECURITY INCINERATOR D&D, ADS 1032
	ROCKY FLATS PLANT	1.4.07.1.1.01	OU1, 881 HILLSIDE	HOT SPOT REMOVAL, PROJECT 2

\* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels

\*\* If an activity is completed at the target level, it will also be completed at the compliance and increment levels

\*\*\* If an activity is completed at the compliance level, it will also be completed at the increment level

05-Jun-94

## Interim Actions Completed for FY 1994 - FY 1996

FY 1985	ROCKY FLATS PLANT	1.4.07.1.1.04	OU4, SOLAR PONDS	SLUDGE REMOVAL/RCRA CLOSURE OF SOLAR PONDS
	ROCKY FLATS PLANT	1.4.07.1.1.10	OU10, OTHER OUTSIDE CLOSURES	IHSS 129 SOIL REMEDIATION
	ROCKY FLATS PLANT	1.4.07.1.1.10	OU10, OTHER OUTSIDE CLOSURES	OU10 B443, REMOVAL OF TANKS 3&4
	ROCKY FLATS PLANT	1.4.07.1.1.19	ONSITE/OFFSITE WATER MANAGEMENT	OFFSITE WATER MANAGEMENT OPTION B
FY 1996 DECREMENT*	ROCKY FLATS PLANT	1.4.07.1.1.06	OU6, WALNUT CREEK	POND WATER MANAGEMENT
	ROCKY FLATS PLANT	1.4.07.1.1.13	OU13, 100 AREA	INDUSTRIAL AREA IM/MRA
FY 1996 TARGET**	ROCKY FLATS PLANT	1.4.07.1	ROCKY FLATS PLANT	B779, RM 154, D&D ADS 1030
	ROCKY FLATS PLANT	1.4.07.1.1.01	OU1, 881 HILLSIDE	REMOVAL ACTION OU-1, IHSS 119.1
	ROCKY FLATS PLANT	1.4.07.1.1.02	OU2, 903 PAD, MOUND, EAST TRENCH	REMOVAL ACTION OU2 IHSS 109, 111.7, 108, 111.6, 111.1
	ROCKY FLATS PLANT	1.4.07.1.1.02	OU2, 903 PAD, MOUND, EAST TRENCH	TREATMENT OF SOILS USING ENHANCED SOIL VAPOR EXTRACTION TECHNOLOGY
FY 1986 COMPLIANCE***	ROCKY FLATS PLANT	1.4.07.1.1.08	OU8, WALNUT CREEK	HOT SPOT REMOVAL OU6 IHSS 141, 143, 158.2, 165

\* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels.

\*\* If an activity is completed at the target level, it will also be completed at the compliance and increment levels.

\*\*\* If an activity is completed at the compliance level, it will also be completed at the increment level.

05-Jun-94

05-Jun-94

## Interim Actions Completed for FY 1994 - FY 1996

REMOVAL ACTION & CAPPING OU10

OU10, OTHER OUTSIDE  
CLOSURES

ROCKY FLATS PLANT 1.4.07 1.1.10

FY 1996  
COMPLIANCE\*\*

- \* If an activity is completed at the decrement level, it will also be completed at the target, compliance, and increment levels.
- \*\* If an activity is completed at the target level, it will also be completed at the compliance and increment levels.
- \*\*\* If an activity is completed at the compliance level, it will also be completed at the increment level.